

EFFECTIVE DATE: February 1 1981

REVISION DATES: _____

SUBJECT: Urban Development Action Grant

1. Purpose

- To establish a process for approving proposed projects and activities for Urban Development Action Grant Applications.
- To establish a process for approving an Urban Development Action Grant.
- To establish a process for interdepartmental coordination of preparation of Urban Development Action Grant Applications.

2. Responsibility

- a. The City Manager will determine whether an Urban Development Action Grant will be prepared and recommended to City Council for approval.
- b. The Urban Development Action Grant team will serve to review and develop a recommendation to the City Manager for each proposed Urban Development Action Grant Application. The team shall be chaired by the City Manager or his designee and shall be comprised of the respective department heads or their designees:

Budget and Research
Centro 21
City Attorney
Economic & Employment Development

The review team will obtain information as may be required from various other departments and agencies.

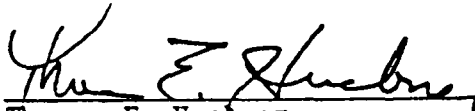
3. Definition


Urban Development Action Grants are authorized under Title I of the Housing and Community Development Act of 1974 as amended and must be applied for to HUD under initiative of eligible local government authorities determined under federal criteria to be distressed. Application procedures and contents are specifically defined in 24 CFR 570.400 (ff) and HUD Manuals and HUD Forms.

4. Procedure

- a. All requests for Urban Development Action Grant assistance initiated to the City will be reported to the City Manager immediately.
- b. No commitment shall be made to any non-city entity to proceed with an Urban Development Action Grant Application without the expressed written authority of the City Manager.
- c. The City Manager will convene the UDAG Committee at any time deemed appropriate to pursue fact finding and proposal review functions prior to a determination of whether to pursue development of an Urban Development Action Grant Application.
- d. The Budget & Research Department will, in cooperation with the City Attorney's Office and related departments, prepare the Action Grant Application Calendar, administer required citizen participation, OMB Circular A-95, Environmental Review Record Procedures, and preparation of the application document.
- e. Public-private negotiations are the exclusive responsibility of the City Manager both during the Grant Application and post grant approval phases.

APPROVED:


Thomas E. Huebner
City Manager


Date